

WASHOE COUNTY REGIONAL 800 MHz COMMUNICATION SYSTEM

Joint Operating Committee

MINUTES

**Friday ~ April 18, 2014 ~ 10:00 a.m.
Washoe County Administration Complex
Building A – Second Floor Caucus Room
1001 East Ninth Street, Reno, Nevada**

1. CALL TO ORDER, ROLL CALL [Non-action item]

Vice-chair Moore called the meeting to order at 10:03 a.m. A quorum was established.

PRESENT: Lance Avansino – Reno Sparks Indian Colony; Michael Scott – Reno Tahoe Airport Authority; Michael Brown – North Lake Tahoe Fire Protection District; Mike Henry – Pyramid Lake Paiute Tribe; Denise Inda – Nevada Department of Transportation; Chris Ketring – Truckee Meadows Fire Protection District; Timothy Kuzanek – Washoe County Sheriff's Office; Tim Leighton – Sierra Fire Protection District; Tracy Moore – Washoe County School District; Richard Nelson – Nevada Department of Transportation; and Laura Schmidt – Washoe County Technology Services. David Curtis – Nevada Air National Guard, joined the meeting at 10:32 a.m.

ABSENT: Valerie Barr – Reno Sparks Indian Colony; Bryan Boren – Veterans Affairs; Robert Chisel – City of Reno; Andrew Clinger – City of Reno, Jeff Cronk – City of Sparks; Steve Driscoll – City of Sparks; Jamie Edrosa – Reno Tahoe Airport Authority; Adam Garcia – University of Nevada, Reno; Andy Gebhardt – Truckee Meadows Water Authority; Dan Johnstone – Truckee Meadows Community College; Jon Kelley – Washoe County School District; Patrick Kendrick – Drug Enforcement Authority; Arlen Melendez – Reno Sparks Indian Colony; Pat Nielson – Truckee Meadows Water Authority; Jackie Quintone – Reno Sparks Indian Colony; Jason Reynolds – Truckee Meadows Community College; Kevin Schaller – University of Nevada, Reno; Mike Shaffer – Washoe County School District; Ryan Sommers – North Lake Tahoe Fire Protection District; and Jason Trevino – Washoe County School District.
Jen Gustafson – Deputy District Attorney, was also present.

2. PUBLIC COMMENTS [Non-action item]

There were no public comments.

3. APPROVAL OF THE JANUARY 17, 2014, MINUTES [For possible action]

It was moved by Member Brown, seconded by Member Scott, to approve the January 17, 2014, minutes, as submitted. MOTION CARRIED..

4. CORRESPONDENCE [Non-action item]

Tim Leighton – Secretary, introduced Lance Avansino representing the Reno Sparks Indian Colony.

5. NOMINATION OF MEMBER TO SERVE ON THE NEVADA PUBLIC SAFETY COMMUNICATIONS COMMITTEE AS DEFINED IN EXECUTIVE ORDER 2014-01 [For

800 MHz Communications System Joint Operating Committee

Minutes

April 18, 2014

Page 2 of 9

possible action] – *A review, discussion and possible action to appoint a representative to the Nevada Public Safety Communications Committee as defined in Executive Order 2014-01.*

Vice-chair Moore opened the agenda item and drew attention to Executive Order 2014-01 (copy on file). Vice-chair Moore explained that the Washoe County School District is seeking to change his positions to a civilian position, which he has declined. It is likely that there will be some restructuring in the Washoe County School District and it is unclear if he will be able to continue in law enforcement.

Vice-chair Moore opened public comments.

Chris Magenheimer provided additional background information and historical context recalling that the NCSC (Nevada Communications Steering Committee) was originally formed to be the radio communications group overseeing statewide public safety broadband and interoperability. Mr. Magenheimer emphasized that WCRCS (Washoe County Regional Communications System) is an important and integral component of the statewide communications system and needs to have a representative on the committee.

Craig Harrison recalled his involvement with WCRCS and the NCSC and suggested that Michael Brown be selected based on his continued involvement.

Richard Nelson noted that NDOT (Nevada Department of Transportation) also has a seat on the board.

Member Nelson nominated Michael Brown to serve on the NPSCC (Nevada Public Safety Communications Committee). Vice-chair Moore seconded the nomination.

George Molnar explained that the NPSCC will meet quarterly and encompasses nationwide LMR (Land Mobile Radio), Next Gen 911 and other interoperable communications. Mr. Molnar noted that terms are not limited and are at the discretion of the Governor (Brian Sandoval). Mr. Molnar pointed out that as a member of NCORE (Nevada Communication Interoperability Network) WCRCS will need to have a representative on the NCORE Subcommittee that is encompassed in the NPSCC.

Member Brown accepted the nomination.

There being no further nominations the following motion was made.

It was moved by Member Nelson, seconded by Member Scott, to close nominations and appoint Michael Brown to serve on NPSCC (Nevada Public Safety Communications Committee). MOTION CARRIED.

6. SUGGESTED MODIFICATIONS TO THE INTERLOCAL AGREEMENT (For possible action) – *A review, discussion and possible direction and or recommendation to staff on the*

800 MHz Communications System Joint Operating Committee

Minutes

April 18, 2014

Page 3 of 9

upcoming renewal of and suggested modifications to the WCRCS (Washoe County Regional Communications System) Interlocal Agreement.

Vice-chair Moore noted that the 800 MHz Users Committee had recommended approval of the modifications to the WCRCS (Washoe County Regional Communications System) Interlocal Agreement.

Shawn Tayler – Regional Communications Coordinator, provided an overview of the process over the past year and pointed out that the current agreement must be renewed by October 2014. Mr. Tayler noted that the most recent modifications, since the January JOC (Joint Operating Committee) meeting, focused mostly on grammar and punctuation. Mr. Tayler explained that the original signers of the Interlocal Agreement; City of Reno, City of Sparks, Washoe County, Washoe County School District, Nevada Department of Transportation and Truckee Meadows Fire Protection District would have to review and have their governing bodies approve the revised Interlocal Agreement. The agreement is worded in a manner that includes the addition of future technologies such as 700 MHz as well as providing the ability for the 800 MHz JOC to approve certain modifications.

During the discussion it was explained that the agreement also provides for P-25, which, like most communications platforms is trunked as is the current EDACS (Enhanced Digital Access Communications System) system. It was emphasized that each of the original signing agencies needs to follow their own internal review and approval process including review by their respective legal counsel. In the event there are substantive changes suggested a special meeting of the 800 MHz JOC may be needed to finalize the agreement.

Jake Conely – City of Sparks, stated that the draft Interlocal Agreement had been reviewed by the Sparks City Attorney and City Manager and that he believes the City of Sparks is ready to move forward with the agreement.

Laura Schmidt – Chief Information Management Officer, recommended that the term Washoe County Regional Services be replaced with Washoe County Technology Services and that instance of the acronym WCRS be replaced with WCTS. Ms. Schmidt explained that Washoe County Technology Services would be more difficult to change as it is a specific division name.

It was moved by Member Scott, seconded by Member Kuzanek, to approve the draft Interlocal Agreement for agency review and adoption with the term Washoe County Regional Services replaced with Washoe County Technology Services and that instances of the acronym WCRS be replaced with WCTS. MOTION CARRIED.

- 7. INTERLOCAL AGREEMENT FOR COST SHARING OF UPGRADING THE FIVE (5) VIDA (Voice, Interoperability, Data, and Access) IP (Internet Protocol) SWITCHES – [For possible action] – A review, discussion and possible action to approve, deny or otherwise modify an Interlocal agreement to split the cost of upgrading the five VIDA IP Switches to SR10A with the Nevada Department of Transportation (NDOT) Users, in an amount not to exceed \$497,500.00.**

800 MHz Communications System Joint Operating Committee

Minutes

April 18, 2014

Page 4 of 9

Shawn Tayler – Regional Communications Coordinator, provided an overview the verbal agreement with NDOT (Nevada Department of Transportation) to address issues for expansion of consoles and the addition of new consoles for the dispatch centers. This will provide the software upgrade needed to accommodate and integrate EDACS (Enhanced Digital Access Communications System) and IP (Internet Protocol). Mr. Tayler explained that this would be funded from the infrastructure Preservation fund and can, in his opinion, be accomplished rather quickly. Mr. Tayler stated that this would not “lock-in” a specific vendor or other solution in the future. Additionally, this will provide the bridge between the existing EDACS system and any P-25 system regardless of vendor.

It was moved by Member Brown, seconded by Member Kuzanek, to approve Interlocal agreement to split the cost of upgrading the five VIDA IP Switches to SR10A with the Nevada Department of Transportation (NDOT) Users, in an amount not to exceed \$500,000.00, as presented. MOTION CARRIED.

David Curtis – Nevada Air National Guard, joined the meeting at 10:32 a.m.

- 8. AREAS OF LIMITED COMMUNICATIONS** [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify a proposal to secure a cost estimates to conduct a study of options to address communications coverage issues.*

Shawn Tayler – Regional Communications Coordinator, explained that this is an informational item and that more detailed information and request for funding will be forthcoming. Mr. Tayler drew attention to the map of limited coverage and pointed to areas currently being considered.

The meeting recessed at 10:34 a.m. and reconvened at 10:39 a.m.

Vice-chair Moore stated that he had an urgent call and had to leave the meeting.

A consensus was reached to have Member Timothy Kuzanek serve as Acting Chair.

Mr. Tayler noted that he has had request for additional coverage in the Spanish Springs, Rancho Haven (Red Rock Road) and the I-80 corridor east of the Reno/Sparks metro areas. Additional site recommendations may be sent to Mr. Tayler via email: stayler@washoecounty.us

No specific action taken.

- 9. WEDEKIND RADIO SITE** [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify a request by the City of Sparks for assistance in the acquisition, development and future operations of a radio repeater site located on BLM (Bureau of Land Management) land. This site is located north of Wedekind Road and east of the Pyramid Highway and when completed will provide improved coverage for all agencies that operate in the Spanish Springs area including the Pyramid Highway corridor.*
[Continued from January 17, 2014]

800 MHz Communications System Joint Operating Committee

Minutes

April 18, 2014

Page 5 of 9

Jake Conely - City of Sparks, outlined the ongoing process noting that acquisition of the sit by the City of Sparks and relocation of existing equipment from the Sparks Nugget will provide increased coverage in the Spanish Springs and downtown Sparks areas. Currently, staff is working on establishing a microwave connectivity project that will enhance data capabilities. It is anticipated that a shelter will be built on the Wedekind Road site once a final agreement is in place. It is hoped that the site will provide an additional resource for shared communications in the future.

No specific action taken.

10. **BI-DIRECTION AMPLIFIER (BDA) RFI (Request for Information) UPDATE** [Non-action item] – *An informational update on the request for information (RFI) process for a bidirectional amplifier at John Ascuagua’s Nugget (Sparks, Nevada). The proposed enhancement will provide radio coverage within the facility where there is little or no radio capability today and where special events create the need for interoperable communications.*

Stu Cronan – The Galena Group, Inc., recalled previous presentations to the 800 MHz Users and JOC (Joint Operating Committee). The JOC requested additional information before determining funding. It is anticipated that there will be additional information in May 2014, which will be brought to a future JOC meeting.

There were no public comments.

No specific action taken.

11. **800 MHz USERS COMMITTEE UPDATE** [For possible action] – *A review, discussion and possible direction on recent actions/recommendations of the 800 MHz Communications System Users Committee.*

Shawn Tayler - Regional Communications Coordinator, noted that the 800 MHz Users Committee had recommended that the JOC (Joint Operating Committee) approve: 1) modifications to the Interlocal Agreement; and 2) cost sharing for the upgrade of the five (5) VIDA (Voice, Interoperability, Data, and Access) IP (Internet Protocol) switches. Mr. Tayler noted that progress is being made in the layout of the first page for law enforcement in response to after Sparks Middle School and Renown shooting after incident briefings. Mr. Tayler explained that a software upgrade for the P7200 had been provided by Harris that corrects issues that have been identified. Mr. Tayler pointed out that as of this morning (April 18, 2014) only 72 LIDs (Logical Identification Number) remain. A customized report for each member agency is being prepared to assist in the identification of radios that have not been used in the past year.

Craig Harrison commented that the software approved for the VIDA IP switches will provide an opportunity to move administrative and other non-public safety personnel from the radio system to a smartphone application, which will free additional LIDs.

No specific action was taken.

800 MHz Communications System Joint Operating Committee

Minutes

April 18, 2014

Page 6 of 9

- 12. 800-MHz REGIONAL COMMUNICATIONS SYSTEM STATUS UPDATE** [Non-action item]
– *An informational update on the status of the communications system.*

Shawn Tayler – Regional Communications Coordinator, drew attention to the report nothing that system activity is again on the rise and that emergency traffic is somewhat less than in the previous year's timeline. Mr. Tayler noted that there had been some system queuing due to system maintenance caused by one particular site.

- 13. COMMUNICATIONS SYSTEM RADIO UPDATE** [For possible action] – *A review, discussion and possible direction to staff to work with NDOT (Nevada Department of Transportation), NV DPS (Nevada Department of Public Safety) and NV Energy on testing and evaluating possible new radio system technologies.*

Shawn Tayler – Regional Communications Coordinator, explained that research on possible technologies continues including the BEON technology that may mitigate LID (Logical Identification Number) issues. Mr. Tayler noted that the new system will be P-25 Phase 2 based.

Responding to Member Scott's inquiry about coordination in the next fiscal year as RTAA (Reno Tahoe Airport Authority) begins the process of refurbishing their communications systems, Mr. Tayler explained that he would work with RTAA and make recommendations on consoles and other inter-connective operations being implemented at the region's PSAPs (Public Safety Answering Point) dispatch centers.

- 14. COMMUNICATIONS PLAN AND USE OF MUTUAL AID FREQUENCY DURING A SYSTEM FAILURE** [For possible action] – *A review, discussion and possible action to approve, deny or otherwise modify a recommendation by the 800 MHz Users Committee to approve an update to the SOG (Standard Operating Guidelines), including update on work done to date as well as goals and publication of the guide, that includes the Interlocal Agreement and rules for usage of the system as well as an inventory of command vehicles, other mobile equipment and protocols for deployment during critical emergency incidents for current and future users of the regional communications system.*

Jake Conely provided a handout to the board and drew attention to the information provided earlier. The intent is to develop a single document that can be customized by each member agency and integrated in their briefing and/or training programs. The intent of the cover pages is to provide an easy guide to specific features of the agency's radios with the text being comprised of all the SOGs (Standard Operating Guidelines) that have been developed since the inception of the 800 MHz communications system. Mr. Conely emphasized the need to provide continuing education on various features and radio functions so that public safety personnel know instinctively where to find the proper communications channel. Mr. Conely suggested that the JOC (Joint Operating Committee) consider an agenda item to discuss and perhaps provide some direction to member agency on the need and importance of radio training. Mr. Conely pointed out that in a major incident having 200 or more field personnel trying to access a single channel, such as PSLE1 will not work well.

800 MHz Communications System Joint Operating Committee

Minutes

April 18, 2014

Page 7 of 9

Gwen Brandenburg – The Galena Group, Inc., concurred with Mr. Conely's recommendation on training noting that most field personnel are unaware of the full functionality of the radio. Ms. Brandenburg noted that there is little point in having a \$3,000.00 radio that is not being used to its full potential.

Chris Ketring left the meeting at 11:02 a.m.

Quorum was lost.

Mr. Conely noted that applications for smartphones could also be developed and expressed his desire of additional direction or some development of a training budget.

George Molnar commented that the SWIC (Statewide Interoperability Coordinator) website has information including a smartphone application that can be published today at no charge.

Member Brown noted that during training exercises communications deficiencies have been identified and that it is up to each member agency to provide radio training.

Mike Scott left the meeting at 11:04 a.m.

Mr. Conely noted that the cover pages are in the Microsoft publisher format and that member agencies can customize to suit their specific needs.

Mr. Ketring rejoined the meeting at 11:06 a.m.

Mr. Conely explained that all guidelines developed are included in the proposed document and now needs to be reviewed by others.

Mr. Conely noted that no specific action was being requested at this time other than consideration of a future agenda item to discussion radio training.

No specific action was taken.

- 15. CO-LOCATION SERVICES AT THE FOX MOUNTAIN SITE** [For possible action] – *An ongoing review, discussion and possible action approve, deny or otherwise modify the 800 MHz Users Committee recommendation on the Allied Nevada Gold Corporation's request for use of WCRCS (Washoe County Regional Communications System) generated power for the Fox Mountain Repeater site building and antenna tower.*

Shawn Tayler – Regional Communications Coordinator, commented that no action is required on this item and that Allied Nevada Gold Corporation had removed all equipment from the Fox Mountain site and returned the building key. Mr. Tayler noted that this item can be removed from future agendas.

No specific action taken.

800 MHz Communications System Joint Operating Committee

Minutes

April 18, 2014

Page 8 of 9

- 16. REGIONAL COMMUNICATIONS, OPERATIONS AND COORDINATION TEAM** [Non-action item] – *An informational update on the development of a Regional Communications, Operations and Coordination Team.*

Chris Magenheimer – North Lake Tahoe Fire Protection District, commented that progress is being made with NDOT (Nevada Department of Transportation) to bring Battle Mountain on-line and that a purchase order had been issues for Esmeralda County. It is hoped that the site survey in Ely will be completed shortly and that work on a purchase order for Churchill County is underway to bring them on-line as well.

- 17. INFORMATIONAL PRESENTATION ON FIRSTNET** [Non-action item] – *An informational presentation for communications stakeholders on the current status of the Nationwide Public Safety Broadband initiative, including requirements for data collection and proposed timetables.*

George Molnar – Nevada SWIC (Statewide Interoperability Coordinator), provided a handout (copy on file) of the PowerPoint® presentation and explained that he would rather engage in a discussion of FirstNet with the JOC (Joint Operating Committee). Mr. Molnar noted that many members of the JOC were already familiar with interoperability and that some might recall when the only means of communications with field personnel was via broadcast radio. Mr. Molnar recalled the devastating effects related to the inability to communicate as evidenced in Hurricane Katrina and more recently the Boston Marathon bombing. Mr. Molnar explained that the State of Nevada's SCIP (State Communications Interoperability Plan) had become the national template. Mr. Molnar noted that SWIC brings the vision forward and noted the technological advances since the introduction of the iPhone in 2007. Mr. Molnar noted that it is easier to maintain contact with his teenager using text. As stated in an earlier, Mr. Molnar noted that a public safety professional would have far greater capabilities with a smartphone than a radio. However, smartphones have not yet reached the level of security typically needed for public safety officers. Mr. Molnar outlined the budget allocated to the FirstNet project noting that it will most likely requires billions more in funding over time. Mr. Molnar outlined the various technologies that could be encompassed with the FirstNet project include heads-up displays for firefighting personnel that provides information on surroundings, responder's health monitoring. Mr. Molnar welcome Member Mike Brown to the committee created by Governor Brian Sandoval that will continue to move the process forward for a far more robust, secure and data rich statewide communications system. Mr. Molnar provided additional detail on the opt-in and opt-out of the program and emphasized that FirstNet will not replace LMR (Land Mobile Radio) communications. Other considerations will include the use of video, voice and other data transmissions and how those are retained and used.

- 18. EMERGENCY ITEMS** [For possible action]

There were no emergency items.

- 19. 800 MHz JOINT OPERATING COMMITTEE MEMBERS AND/OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-action item] – *The next meeting of the 800 MHz Joint Operating Committee is Friday, July 18, 2014, at 10:00 a.m.*

800 MHz Communications System Joint Operating Committee

Minutes

April 18, 2014

Page 9 of 9

The July 18, 2014, meeting agenda may include, but is not limited to: 1) A review, discussion and possible staff direction on the development of a system-wide radio training program.

Mike Scott – RTAA (Reno Tahoe Airport Authority), invited member agencies to participate in the May 29, 2014, mass casualty exercise at the RTAA facilities and pointed out that surrounding roadways will most likely have some traffic impediments during the duration of the exercise.

Shawn Taylor – Regional Communications Coordinator, suggested that member agencies looking to replace existing radios contact his office to assure that the correct model radio is purchased as some models are better suited to administrative purpose, while others are for field operations and first responders.

20. PUBLIC COMMENTS [Non-action item]

There were no public comments.

21. ADJOURNMENT [Non-action item]

Acting Chair Kuzanek adjourned the meeting at 11:28 a.m.

AS APPROVED BY THE 800 MHz JOINT OPERATING COMMITTEE IN SESSION ON JULY 18, 2014.